

**THE APPROVED MINUTES WILL BE AVAILABLE ON THE WISTOW VILLAGE WEBSITE
www.wistovvillage.info ONCE THE COUNCIL HAS APPROVED THEM.**

A meeting of Wistow Parish Council took place on Tuesday 27th September 2022 at 7.30pm at the Village Hall, Manor Street, Wistow, Cambs.

09.22.01 Present

09.22.01.01 Cllr. C Leaton (chair), Cllr. N Simms, Cllr. J Gregory, Cllr. T Harris, Cllr. G Smith and Cllr. N Twigden.

09.22.02 In Attendance

09.22.02.01 Mr. M Woolhouse – Clerk to the Parish Council

09.22.03 Apologies for Absence

09.22.03.01 Cllr. C Bradford and Cllr. C Lowe – HDC

09.22.04 Declarations of Interest

09.22.04.01 Declarations were noted for all Parish Councillors as Trustees of the Village Hall. There were no other pecuniary interests to declare in respect of business to be transacted.

09.22.05. Public Participation:

09.22.05.01 There were 2 members of the public present.

09.22.05.02 The Bridge

Mr Hardstone expressed concern about the speed and driving of motorists crossing the bridge and felt that the only solution was to install traffic lights. It was explained that public roads were owned by and the responsibility of Cambs CC and it was very unlikely that traffic using the bridge would exceed CCC safety and danger thresholds for traffic lights. Cllr. Simms stated that he was arranging a meeting with the newly appointed Local Highways Officer (LHO) and would add the bridge to their agenda.

Mr Hardstone also mentioned that the previously installed weight limit signs at the bridge were missing so vehicles of all weights could use the village. Cllr Simms agreed to add this item to his meeting with the LHO.

09.22.05.03 Straw Bales transported by road

Mr Hardstone expressed concern at the amount of straw being on the village roads at present and felt loads should be covered rather than just secured, because not only did the straw create a road hazard the straw also blocked drains and gullies. It was agreed that the Clerk would establish the legal position.

09.22.05.04 Bush on Broughton Road

Mr Hardstone mentioned that there was a bush intruding into the road and Cllr Simms agreed to raise the matter with the LHO.

Mr Sansum referred to the churchyard bench and stated that it was being refurbished by Mr Jackson, who cut the public space grass in the village. His work was complimented and the meeting agreed that the bench should be a delight to behold when the work was complete.

Messrs Sansum and Hardstone left the meeting.

09.22.06 **District and County Councillor reports**

09.22.06.01 The Clerk read out the report submitted by Cllr Lowe of HDC

Huntingdonshire Futures

HDC was to run a number of virtual public focus groups on major strategic issues in the community week commencing 4 October

A428 Black Cat to Caxton Gibbet

The 19 km new dual carriageway has been approved by the Secretary of State for Transport.

Stagecoach bus withdrawals

With effect from 30th October Stagecoach was to remodel its network in Cambs. and Peterborough following a decline in passenger numbers thus making them uneconomic. Route 30 which serves Wistow would be withdrawn. The meeting discussed the matter and the view was expressed that a smaller number of passengers required smaller buses but not axing the route and the County Council should obtain funding for an alternative service such as call and collect or mini buses rather one based on large capacity buses suited for high volume routes.

Travel Consultation

Cambs CC launched a transport strategy consultation for Hunts and Fenland on 26th September.

09.22.06.02 In the absence of any HDC or CCC councillors there were no other reports to consider.

09.22.07 **Approval of minutes of meeting held on 28th June 2022**

09.22.07.01 The minutes had been circulated prior to the Meeting and **it was resolved unanimously that they be and are approved and be signed by the Chair of the Meeting.**

09.22.08 **Action Log and Matters Arising carried forward from previous meetings**

09.22.08.01 **Village Green Flower Box**

The Clerk reported that Mrs Waller had replied stating an informal group maintained various borders and boxes but was not part of WI.

Mrs Waller expressed a personal view that wild seeding would provide a lot of colour. The meeting considered this idea and felt that the area needed to be kept tidy and agreed that instead of planters the council would trial seeding and plant bulbs to provide colour and coverage.

09.22.08.02 **Playground equipment repairs**

The Clerk reported that he had received a list of HDC grants and agreed to investigate funding for safety matting as well as for items such as a waterproof shelter. In addition Cllr Bradford had provided the Clerk with contact details of Rotary in Ramsey which the Clerk agreed to explore further.

09.22.08.03 **Local Highways Initiative**

It was agreed to return to the matter once further activity had occurred.

09.22.08.04 **Internal Audit**

The Clerk reported that PKF, the external auditors had identified two matters. One was the dating of the AGAR and the Clerk explained that one form was signed in April by the retiring Chair of the Council and other was signed and dated by the Chair who in May so it was felt more appropriate to show have correct dates and signatures rather than inaccurate ones. The second point was the wrong accounting treatment of transfers between accounts. The Clerk added that because of the need to prepare an up to date cash flow report the Contract of Employment was not yet finalised.

Cllr Harris volunteered to revise the existing Income and Expenditure account spreadsheet so that bank balances were accurate. He further reported that there was a need to make the explanation of payments more comprehensive.

Speedwatch equipment

09.22.08.05

The Clerk reported that he had received an email from Bury PC asking for details of ownership and location of the speedwatch camera, which it was taken to mean the speed information display. The clerk ascertained that the equipment was purchased by Wistow, Bury and a third council. The Clerk added that there was interest in Bury to start a Speedwatch group and the Meeting concluded that because there was little interest or problems with speeding in Wistow the Clerk should put Bury PC and Cllr Bradford who stored the equipment in contact.

09.22.08.06 **Bridge**

Cllr. Simms reported that the Clerk had provided contact details for the new LHO and intended to discuss the points raised earlier with the LHO.

09.22.08.07 Jubilee Tree

The Clerk reported that the plaque had been received but following the recent death of Her Majesty the meeting considered that a plaque celebrating her life would be more appropriate. The tree would be delivered during October.

09.22.08.08 Street Lighting Maintenance Contract

The Clerk reported that he had executed the contract with Balfour Beatty.

09.22.08.09 Village Hall

The Clerk reported that he had been in contact with Mr MacInnes but had yet to receive a date for the AGM.

07.22.08.10 Flooding

Cllr. Smith reported on the recent Flood Forum attended by himself and Cllr. Lowe (HDC). Cllr Smith spoke with representatives from the Environment Agency ("EA") on matters such as risk assessment, emergency and flood management plans. The EA representative informed him about the Broughton Flood Group and Alconbury group which now had 70 volunteers and that the EA had funds to give grants of £1,500 to be used in flood defences, whether physical or planning.

Cllr Lowe reported (via the Clerk) that CCC was responsible for managing flooding due to surface water issues and EA for flooding from rivers. Her report provided details of Flood Re which provides flood insurance for houses built before 2009 and the providers. The National Flood Forum is a charity established to assist people affected by flooding.

The meeting felt that there was a split between the villagers who were flooded 2 years ago and those on higher ground who may not see the matter as their problem when it was a community issue and not just the Parish Council's.

Cllr Smith agreed to post a message on social media to gauge the appetite in the village for a community led group, with parish council involvement, to prevent or at least minimise the risk of flooding and its consequences if it occurred, and to talk with Gerry Pye as to plans and seek his participation.

The Clerk was instructed to obtain a quote from Ray Jackson for an annual inspection and cleaning (where needed) of the culvert at the bridge and the gullies between the Tellings field and the brook.

The Clerk was also instructed to include the subject on the agenda for the next meeting and to open the discussion to villagers to discuss

Strategy
Risk management
EA assistance
Volunteer group
Work plan

07.22.09 **Planning**

07.22.09.01 The meeting noted that apart from the Temporary road close later in the year to lay additional gas pipes in Manor Street there were no applications to consider.

09.22.10 **Finance**

09.22.10.01 The Meeting approved the accounts for payment: 27th September 2022.

Date	Ref No	Payee	Description	Amount £
27.09.2022	online	Mr. R Jackson	Grass cutting	350.00
27.09.2022	online	Mr. M Woolhouse	Zoom reimbursement and expenses	68.20
27.09.2022	online	Mr M Woolhouse	Net pay	566.95
27.09.2022	online	PAYE	Q2 2022-3 re Mr M Woolhouse	214.60
27.09.2022	online	Arthur J Gallagher	Insurance renewal	1147.30
27.09.2022	online	Mr G MacInnes	Dog fouling bags	63.96
27.09.2022	online	Wistow Village Hall	Annual hire charges	200.00
27.09.2022	online	Zen Internet	Web and email hosting services renewal	101.24
27.09.2022	online	Cambs. ACRE	Membership	57.00
27.09.2022	online	Wicksteed Leisure	Playground repairs	3598.85

09.22.10.02 The Meeting noted the income and expenditure account for September 2022.

09.22.10.03 The Meeting noted the bank reconciliation for September 2022.

09.22.10.04 The Meeting noted bank account balances for September 2022.

09.22.10.05 Bank Account Signatories

The Clerk reported that he had submitted the paperwork and awaited confirmation that Cllrs. Smith and Twigden had been added as signatories of the accounts.

09.22.10.06 CCC grass cutting

The Clerk reported that CCC had paid the council £474.33 for cutting its verges and the village green and he was awaiting a response to his request to increase the payment in future years.

09.22.10.07 Bank Interest Rates

The meeting noted the increase in interest paid on the deposit account and the Clerk hoped it would at least cover the £18.00 quarterly service fee for the current account.

09.22.10.08 Cash flow forecast

The meeting noted the cash flow forecast for Q2 2022-3 and requested that £5,000 be transferred to the current account to maintain a working balance.

09.22.10.09 Precept

The meeting considered the Precept for 2022-3 and agreed that it be held at £15,000. The Clerk commented that there had been substantial capital expenditure in the last few years and reserves were being depleted so that there was little scope for further major expenditure until reserves were restored.

09.22.10.10 Church Grass Cutting

It was agreed to maintain the charge to the church for grass cutting at the 2021 level.

09.22.10.11 Allotments

It was agreed to increase allotment rents by 5%.

09.22.10.12 Insurance Renewal

The Clerk reported that the amount agreed for the insurance renewal was based on preliminary results from Gallagher and he was awaiting the precise amount. It was agreed that he be authorised to agree a price within £50 of the current quote.

09.22.10.13 Grass Cutting

The meeting noted the payment approved and paid between meetings to Mr. Jackson for £520 in respect of grass cutting services during August.

09.22.11 **Traffic, Highways & Road Safety.**

09.22.11.01 The Meeting noted previously circulated correspondence and discussions earlier in the meeting.

09.22.12 **Policing Matters**

09.22.12.01 Cllr. Smith reported that he attended the Community Forum and there was a new contact following the departure of the community policing sergeant. He added that Wistow encountered occasions requiring police intervention.

09.22.13 **Village Maintenance**

09.22.13.01 There was nothing to add in addition to items already covered.

09.22.14 **Correspondence and Communications**

09.22.14.01 In addition to the following items the meeting noted the previously circulated correspondence.

New Bench

It was explained that a complaint had been received by Cambs CC regarding the new bench next to the bus shelter. The Clerk explained that it was a gift from two residents and showed Cambs CC photos of its location and was informed that the file was shut. The Chair explained that whilst the bench was a lovely gift it needed more thought to ensure that people did not put street furniture where they feel it was beneficial with consideration via the council of the risks and dangers. The Council had put the bench on its insurance for that very reason.

Warmer places

The Meeting considered the letter from HDC regarding local councils and provision of warm facilities during winter especially whilst energy costs were so high. It was felt that in a community such as Wistow, with residents having close networks, that there would be little demand and reference was made to the response group established during the floods of 2022 which had little call on their services

Mike Tew

The Clerk reported that Mr. Tew who had been his predecessor had died suddenly at the end of July and he had attended the funeral on behalf of the council.

Winter Gritting

The Clerk referred to a letter from Cambs. Highways regarding volunteers to grit village roads in icy weather which had been posted on social media. The take up was disappointing.

09.22.15 Verbal reports from Parish Councillors on matters arising from their portfolio responsibilities

09.22.15.01 Litter

Cllr. Leaton reported that she would undertake a clean up of litter shortly.

09.22.15.02 Playground

In Cllr. Bradford's absence there was nothing to add to earlier discussions.

09.22.15.03 Countryside

Cllr. Gregory stated that there was nothing to report.

09.22.15.04 Village Hall

There was nothing to report in addition to the previous discussions.

07.22.15.05 Website

The Clerk reported that there was nothing to mention.

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07.22.15.06 Trees/Grass

Cllr. Harris reported that there nothing to report.

07.22.15.07 Highways

Cllr. Simms reported that there was nothing to additional to report.

09.22.16. **Monthly Audit**

09.22.16.01 Cllr. Harris agreed to be Auditor for October 2022.

09.22.17 **Items for discussion at the next meeting**

09.22.17.01 There were no items for discussion at the next meeting save that the Clerk commented that the insurance renewal should be available.

09.22.18 **Date of next meeting:**

09.22.18.01 The next meeting will be held at in the Village Hall at 7.30pm on Tuesday 25th October 2022.